



## INFORMATIONAL MEMO

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<b>TITLE:</b>	<b>CRITICAL INCIDENT REPORT TRAINING</b>
<b>SUPERSEDES NUMBER:</b>	N/A
<b>EFFECTIVE DATE:</b>	<b>JUNE 25, 2021</b>
<b>DIVISION AND OFFICE:</b>	<b>CASE MANAGEMENT AND QUALITY PERFORMANCE DIVISION, OFFICE OF COMMUNITY LIVING</b>
<b>PROGRAM AREA:</b>	<b>CRITICAL INCIDENT REPORTING</b>
<b>KEY WORDS:</b>	<b>CRITICAL INCIDENT, CIRS, BUS, BENEFITS UTILIZATION SYSTEM, CASE MANAGEMENT, SEP, CCB, TRAINING</b>
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*HCPF Memo Series can be accessed online: <https://www.colorado.gov/hcpf/memo-series>*

### **Purpose and Audience:**

The purpose of this Informational Memo is to inform Case Management Agencies (CMAs) of updates to the Critical Incident Report (CIR) materials on the Department of Health Care Policy & Financing (Department) website.

### **Information:**

The Department has updated training and informational materials on the CIR webpage to provide guidance and clarification of CIRs reporting requirements and policies. This update includes information on critical incident follow up procedures, reporting procedures and to how the case manager can enhance reporting.

The following materials have been updated:

- Critical Incident Report Frequently Asked Questions
- Critical Incident Reporting Technical Guide

Department Critical Incident Reporting web page link where these updates can be found: [HCBS Waiver Critical Incident Reporting](#)

**Attachment(s):**

None

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